

Production Services Mobilization
4/17/95

1. Current projects

California Legislature
Sports Network
Vision Net
AOL
New York Time
CMP
Dow Jones
RCS
JBC
Foodnet
SF News Agency

2. Potential new projects

Reuters
Techdoc

Cowles: simple on-line catalog
Jurinet:
Business Week: 20pp HTML
ASCAP: BBS, Search, HTML
SEMI: Needs trade show prototype

Plus many more in pipeline

3. People to be assigned

<u>Project Mgrs.</u>	<u>Engineers</u>
Meikle	Claude
Pat	Peter
Edy*	John
Kevin*	Norm*
Brewster*	Georgios*
Nick*	Chris*
	Dan*
	Dilip*
	Marion*
	Will*

4. "End Plan" important to return people to normal assignments
Gearing up recruiting again: in-house recruiter, job fair, etc.
Targeting 5 new hires on board by end of May

5. Critical need to get on top of all projects; project managers to immediately address:

System spec. and customer sign-off

Customer "end-game " - re: scope, lingering changes, review dates

Project schedule, staffing and time estimate: adjust weekly

Weekly status report of milestone progress- address revenue, milestones, etc.

6. Transition to prototype as a design spec. plus HTML mockup

Need to get sales buy-in

Handle customer by customer- including outstanding proposals

Project Status
As of : _____

1. Milestone status

<u>Milestone</u>	<u>Original Due date</u>	<u>Current Due Date</u>	<u>Revenue</u>	<u>Comments</u>
------------------	------------------------------	-----------------------------	----------------	-----------------------

2. Staffing and schedule status

<u>Person</u>	<u>Task</u>	<u>Original Days..</u>	<u>To-date ...Days</u>	<u>To Do ...Days...</u>	<u>Est Actual</u>	<u>Finish Date</u>
---------------------	-------------------	----------------------------	----------------------------	-----------------------------	-----------------------	------------------------

3. Technical and customer issues outstanding

4. Scope changes